

BOARD OF SELECTMEN

Minutes of

November 5, 2007

Chairman McArdle called the meeting to order at 7:37PM. Board members present in addition to Chairman McArdle were Richard Gandt, Steve Clark, Boyd Jackson, and Dick Carlson. Of the Selectmen's staff, Town Administrator Virginia Wilder, and Board Secretary Donna Rich, were in attendance. Other persons present were Evleyn Hammond of the Topsfield Cable. Also present were Pauline Evans, Principal Assessor, Jack Minnehan, Chairman of Board of Assessors, Eldon Goodhue, member Board of Assessors.

Announcements: Chairman McArdle apologized for the delay in opening this evenings meeting explaining that there were some technical difficulties in terms of the telecast of the meeting.

Appointment: Chairman McArdle announced that the Classification Hearing for FY08 to determine the tax levy would be voted tonight by the Board. He explained that setting the tax levy rate starts at Town Meeting with the vote on the Town budget and concludes with the Classification Hearing. At **7:45 PM** the Clerk, Selectman Gandt, read the hearing notice. Chairman McArdle introduced Pauline Evans, Principal Assessor, Jack Minnehan, Chairman of the Board of Assessors and Eldon Goodhue, member of the Board of Assessors. Jack Minnehan addressed the Board and provided information on how a shift in the percentage of taxes assessed would impact both the residential and the business rate. Town of Topsfield has always had one (1) tax rate, which would include residential, open space, commercial and industrial. The hearing was closed. Selectman Gandt made a motion to vote a tax percentage rate of one (1) for the Town, seconded by Selectman Jackson; so voted 5-0.

New Business:

School Audits for Building Projects at Steward and Proctor Schools: Selectman Gandt made a motion to accept the findings of October 24, 2007 from the Massachusetts School Building Authority for the Proctor School building project, seconded by Selectman Clark; so voted 5-0. Selectman Gandt made a motion to accept the findings of October 25, 2007 from the Massachusetts School Building Authority for the Steward School building project, seconded by Selectman Clark; so voted 5-0.

Town Administrator's Report:

Please see attached report.

Correspondence & Reports

Correspondence

Comcast has submitted FCC forms 1240 with detailed documentation for equipment and installation related to the Town's cable agreement.

MPO's Suburban Mobility Program has invited towns to send letters of interest for new programs.

Reports

Conservation Commission submitted a Policy for Mowing of the proposed Rail Trail Site, AOoC at 26 Bare Hill Rd, CoC for 73 Howlett St, CoC for 75 Howlett St, OoC for 49 Rowley Rd, and October's Monthly Report

Planning Board submitted minutes of September 18 and October 2, 2007

Zoning Board of Appeals submitted minutes of July 24, 2007

Police Department submitted October's Monthly Report

Town Accountant submitted October's Monthly Report

School Committee submitted the minutes of September 27, 2007

Warrants: The Selectmen signed and approved warrants in the amount of **\$746,605.03**. The breakdown is as follows:

Warrant #FY08:

037T	\$ 239,401.63
037S	\$ 200,624.46
038	\$ 306,578.94

At 8:04 PM, Selectmen Gandt made a motion to adjourn, seconded by Selectmen Jackson; so voted 5-0.

Respectfully submitted,

Donna Rich, Secretary
Selectmen's Office

| Approved as written at the November 19, 2007 Board of Selectmen's meeting.

Deleted: